

SAMPLE PARENT/GUARDIAN NOTIFICATION LETTER
Eligibility Established Through Direct Certification

DATE: _____

Dear Parent/Guardian of: _____
(Name of child & school)

This letter is to inform you that your child is approved to receive free breakfast and free lunch. Your family qualifies for this free benefit because your child's name is on a confidential Direct Certification list from the Department of Social Services indicating they are currently certified to receive SNAP/TFA benefits. This eligibility automatically qualifies all of the school children in the household to receive free meals, milk and/or snack through the United States Department of Agriculture's Special Milk, School Breakfast, National School Lunch and After School Snack Programs.

This benefit will become effective immediately and will remain in effect for the entire school year. If you do not want your children to receive these free benefits, please contact:

Name of Determining Official: _____

Phone Number: _____

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